MEMORANDUM FOR: Director of Communications



07 NOV 1985

		Director of Information Services Director of Information Technology
		Director of Logistics
		Director of Medical Services
		Director of Personnel
	•	Director of Security
		Director of Training and Education
STAT	FROM:	
	· PROM:	Executive Officer to the DDA
		= court of the bbn
	SUBJECT:	Federal Manager's Financial Integrity Act
STAT	REFERENCE:	
	THE INCIDEN	
0.7.4.7	1. The DI	A is required to submit to the Executive Director, a report
STAT	wnich is due 2	O November, assuring that the controls specified in
	form acknowled	ficiently and effectively. Therefore, please sign the attached ging your office's internal accounting and administrative
	controls for F	Y 1985, and return to me by 15 November 1985.
	2. It the	are are any exceptions, they should be incorporated in the
	statement, tog	ether with an explanation of proposed corrective action.
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STAT		
	Attachment	
STAT	ORI	G: DDA/M
		7 Nov 85
	Orio	ginal - Addressees (w/att)
		1 - DDA Subject (w/att)
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	· ·
	Date:
MEMORANDUM FOR:	Deputy Director for Administration
FROM:	Robert A. Ingram
•	Office of Medical Services
SUBJECT:	Internal Accounting and Administrative Control Directive
To the best	of my knowledge, the activities taking place during FY 19
within my office	have been appropriately approved and carried out in
accordance with	law and Agency regulations. Obligations are valid and ar
	law and Agency regulations. Obligations are valid and arcordance with Agency regulations. Expenditures have been
supported in acc	
supported in accordance properly approve	cordance with Agency regulations. Expenditures have been ed. Due care has been exercised to protect resources from
supported in according properly approve misuse and misar	cordance with Agency regulations. Expenditures have been
supported in accordance of supported in accordan	cordance with Agency regulations. Expenditures have been ed. Due care has been exercised to protect resources from opropriation. Activities have been managed in an efficien

Acknowledged:

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85-3826/2

MEMORANDUM FOR:	Deputy Director for Administration
FROM:	Office of Information Services
SUBJECT:	Internal Accounting and Administrative Control Directive

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·	Date:
	MEMORANDUM FOR: Deputy Director for Administration
STAT	FROM: Office of Security
	SUBJECT: Internal Accounting and Administrative Control Directive
	To the best of my knowledge, the activities taking place during FY 1985
:	within my office have been appropriately approved and carried out in
•	accordance with law and Agency regulations. Obligations are valid and are
	supported in accordance with Agency regulations. Expenditures have been
	properly approved. Due care has been exercised to protect resources from
	misuse and misappropriation. Activities have been managed in an efficient and
	effective manner. Internal accounting and administrative controls are
	operational and effective. Exceptions, if any, are listed on a separate page
	with an explanation of proposed corrective action

Acknowledged:

85-3836/

Date:	1	

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MEMORANDUM FOR: Deputy Director for Administration

FROM: William F. Donnelly

Office of Information Technology

SUBJECT:

Internal Accounting and Administrative Control Directive

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		Date:	<b>-</b>
	MEMORANDUM FOR:	Deputy Director for Administration	
	FROM:	Robert W. Magee Office of Personnel	
	SUBJECT:	Internal Accounting and Administrative Control Directive	
	To the best o	of my knowledge, the activities taking place during FY 198	5
	within my office	have been appropriately approved and carried out in	
	accordance with	law and Agency regulations. Obligations are valid and are	
	supported in acco	ordance with Agency regulations. Expenditures have been	
	properly approved	I. Due care has been exercised to protect resources from	

misuse and misappropriation. Activities have been managed in an efficient and effective manner. Internal accounting and administrative controls are operational and effective. Exceptions, if any, are listed on a separate page with an explanation of proposed corrective action.

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MEMORANDUM FOR:	Deputy Director for Administration	
FROM:		

Office of Communications

SUBJECT:

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Internal Accounting and Administrative Control Directive

Date:

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85.3826/8

Date:
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MEMORANDUM FOR: Deputy Director for Administration

FROM:

Office of Training and Education

SUBJECT:

Internal Accounting and Administrative Control Directive

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Date:	

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MEMORANDUM FOR: Deputy Director for Administration

FROM:

Office of Logistics

SUBJECT:

Internal Accounting and Administrative Control Directive

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